

**UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF INDIAN AFFAIRS
BUREAU OF LAND MANAGEMENT
NATIONAL PARK SERVICE
U.S. FISH AND WILDLIFE SERVICE
U.S. GEOLOGICAL SURVEY
AND
UNITED STATES DEPARTMENT OF AGRICULTURE
FOREST SERVICE**

CHARTER

JOINT FIRE SCIENCE PROGRAM STAKEHOLDER ADVISORY GROUP

- 1. OFFICIAL DESIGNATION:** Joint Fire Science Program Stakeholder Advisory Group (Stakeholder Advisory Group)
- 2. ADVISORY GROUP OBJECTIVES AND SCOPE:** Assist and advise the Secretary of the Interior and the Secretary of Agriculture, through the Joint Fire Science Program Governing Board (Governing Board), on priorities and strategies for completing wildland fire and fuels research and implementing research findings, and oversight of the Joint Fire Science Program.
- 3. PERIOD OF TIME NECESSARY FOR THE STAKEHOLDER ADVISORY GROUP ACTIVITIES:** Because its functions are related principally to wildland fuels research and applications, the need for the Stakeholder Advisory Group is expected to continue through the life of the Joint Fire Science Program. However, Stakeholder Advisory Group continuation will be subject to biennial review and renewal as required by Section 14(a)(2) of the Federal Advisory Committee Act (FACA) (5 U.S.C. App.).
- 4. OFFICIALS TO WHOM THE STAKEHOLDER ADVISORY GROUP REPORTS:**
The Stakeholder Advisory Group will report to the Secretary of the Interior and the Secretary of Agriculture, through the Governing Board.
- 5. JOINT FIRE SCIENCE PROGRAM:**
 - a. The Joint Fire Science Program was established pursuant to direction by the Appropriations Committees in the fiscal year 1998 appropriations for the Department of the Interior and U.S. Forest Service (FS) to develop a scientific basis and rationale for implementing fuels management activities, with a focus on actions that will lead to development and application of tools for managers. The Committees identified four principal issues for consideration by the Joint Fire Science Program: (1) The need to develop and implement consistent

interagency fuels mapping and inventories with common classifications and resolution within ecosystems; (2) The need to evaluate and compare fuels treatment practices and techniques, including prescribed fire, thinning and other mechanical methods, increased utilization of biomass, and no treatment; (3) The need to develop treatment schedules, determine the frequency of subsequent treatments, and coordinate treatment schedules among agencies; and (4) The need to establish compatible interagency processes and procedures for monitoring, evaluating, and reporting fuels treatments. The Joint Fire Science Program will establish the process and program oversight structure to identify and meet fire information and technological support needs for a national interagency fuels management program.

- b. Under an implementation plan prepared jointly by the Department of the Interior and the FS, the Joint Fire Science Program is managed by a 10-person Governing Board consisting of five (5) representatives from the FS and five representatives from the Department of the Interior, including one each from the Bureau of Land Management, Bureau of Indian Affairs, U.S. Fish and Wildlife Service, National Park Service, and U.S. Geological Survey.
 - 1. The Governing Board is responsible for setting priorities, for program and budget oversight, and for making final determinations on funding to carry out a Joint Fire Science Program. The Joint Fire Science Program is designed to supplement the scientific basis and rationale for implementing fuels management activities and provide land managers with practical information, tools and techniques to regulate fuels and sustain healthy ecosystems.
 - 2. The Governing Board will make all final decisions on recommendations and findings provided by the Stakeholder Advisory Group for the Secretaries of the Interior and Agriculture (Secretaries).
 - 3. The Governing Board will make all final decisions on annual funding priorities and give direction to the Program Manager to complete proposal requests.
- c. A Joint Fire Science Program Manager (Program Manager) reports to the Governing Board and manages the day-to-day affairs of the Joint Fire Science Program, including preparation and solicitation of projects, maintenance of program and project performance records, and monitoring of performance and accomplishments of funded projects.
- d. A Stakeholder Advisory Group will suggest appropriate topic areas, specific issues within those topic areas, and research and information transfer needs for proposals to the Governing Board. The Stakeholder Advisory Group will consider both immediate and long-term needs, using decision criteria established by the Governing Board, in formulating its recommendations and will reevaluate needs and recommendations annually.

6. DUTIES OF THE STAKEHOLDER ADVISORY GROUP: At the request of the

Governing Board, the Stakeholder Advisory Group will gather and analyze information and consider public comments in order to provide advice and develop recommendations from a national, public-interest perspective to the Secretaries and the Governing Board on matters pertaining to research into the wildland fuels problem and implementation of solutions, and other related matters as the Governing Board may request. Specifically, the Stakeholder Advisory Group may be requested to:

- a. Review past and current research findings and recommend additional research into wildland fire and fuels problems;
- b. Recommend priorities for research into national or geographic area wildland fuel problems;
- c. Review current program guidance and procedures to determine if they are effective for implementing program policies;
- d. Conduct public meetings or conferences to ascertain the views of the scientific community, industry groups, conservation groups, and other affected interests;
- e. Foster cooperation and provide liaison among federal, state, and local governments, private organizations and affected interests, the scientific community, and others;
- f. Assess new technologies for resolving identified problems; and
- g. Report to the Secretaries, through the Governing Board, the results of its deliberations.

7. STAKEHOLDER ADVISORY GROUP COMPOSITION, SELECTION, AND SERVICE:

- a. Thirty (30) members will be appointed and serve at the pleasure of the Secretaries of the Interior and Agriculture. Membership will consist of 15 federal and 15 nonfederal representatives.
- b. Stakeholder Advisory Group membership shall be balanced in terms of categories of interest represented. Federal representation on the Stakeholder Advisory Group will include: Four (4) members from the U.S. Forest Service, and one member each from the Bureau of Land Management, the Bureau of Indian Affairs, the U.S. Fish and Wildlife Service, the National Park Service, the U.S. Geological Survey, the Department of Energy, the Department of Defense, the Environmental Protection Agency, the National Aeronautics and Space Administration, National Oceanic and Atmospheric Administration, and the Natural Resources Conservation Service. Non-federal members of the Stakeholder Advisory Group will be persons who, as a result of training and experience, have special expertise that qualifies them to provide advice from among the following categories: wildland fire management, wildland fuels management, wildland fire research, natural resource

management (especially air quality management, hydrology, and soil science), forest ecology, public lands management, conservation, social sciences, tribal governments, modeling and computer applications, and the public at-large.

- c. The Secretary of the Interior will designate one of the members as Chairperson.
- d. All members shall have demonstrated the ability to analyze and interpret data and information, evaluate research findings and application programs, identify problems, work collaboratively to seek solutions, and formulate and recommend corrective actions.
- e. The Governing Board will submit to the Secretaries a list of citizens recommended for membership on the Stakeholder Advisory Group from among nominations submitted by individuals; federal, state, and local governments; and national organizations and associations involved with problems relating to the management of natural fuels on wildland, and after consultation with the Chief of the Forest Service, the Deputy Commissioner of Indian Affairs, and the Directors of the Bureau of Land Management, National Park Service, U.S. Fish and Wildlife Service, and U.S. Geological Survey. After review of the recommended membership, the Secretaries will appoint members to the Stakeholder Advisory Group from this list or other sources.
- f. Each Stakeholder Advisory Group member will be appointed to serve a 2-year term. At the end of the member's term, he or she may continue to serve at the discretion of the Secretary of the Interior and Secretary of Agriculture for an interim period, which will not exceed 120 days, in order to ensure continuity on the Stakeholder Advisory Group until a new appointment has been made. At the discretion of the Secretaries, members may be appointed to serve additional 2-year terms.
- g. Vacancies occurring by reason of resignation, death, or Secretarial removal will be filled for the balance of the vacating member's term in the same manner in which the original appointment was made.
- h. All members will serve without salary, but non-federal members may be reimbursed for travel and per diem expenses at current rates for government employees in accordance with 5 U.S.C. 5703.

8. MEETINGS:

- a. The Designated Federal Official (DFO) required by FACA will be a senior career official designated by the Secretary of the Interior, who will call and attend all meetings of the Stakeholder Advisory Group and any committees thereof. All meetings will be open to the general public and news media. Any organization, association, or individual may attend such meetings, file a statement with the Stakeholder Advisory Group, or appear before the Stakeholder Advisory Group regarding topics on a meeting agenda, except that the

Stakeholder Advisory Group Chairperson may require prior notification by those desiring to be heard, set per-person presentation time limits, and require that presentations be reduced to writing and copies filed with the Stakeholder Advisory Group.

- b. A notice of each meeting will normally be published in the Federal Register at least 15 days in advance of the meeting, be distributed to the news media at least 15 days prior to the meeting, set forth clearly and precisely the issue(s) for which the meeting has been called and the advice being sought, and provide specific times and places for the public to be heard. Meeting agendas will be set and formally approved in advance by the DFO.
 - c. The Stakeholder Advisory Group will meet at least once annually. Additional meetings may be called by the DFO, in connection with special needs for advice.
 - d. The Stakeholder Advisory Group shall operate by consensus whenever possible. For purposes of this Charter, consensus is defined as the general agreement of Stakeholder Advisory Group members. In circumstances where consensus cannot be reached, Stakeholder Advisory Group decisions will be made on the basis of majority vote of the members present. In all cases the record will include any written opinions of any member.
9. **STAKEHOLDER ADVISORY GROUP RECORDS:** Detailed minutes of each Stakeholder Advisory Group meeting will be kept and will contain a record of the persons present, a complete and accurate description of matters discussed and conclusions reached, and copies of all documents received, issued, or approved by the Stakeholder Advisory Group. The accuracy of all minutes will be certified by the Stakeholder Advisory Group Chairperson. Copies of the minutes will be maintained in the Office of the Joint Fire Science Program Manager, National Interagency Fire Center, 3833 S. Development Avenue, Boise, Idaho 83705, and will be available for public inspection and copying during regular business hours.
10. **ESTIMATED OPERATING COSTS:** Activities of the Stakeholder Advisory Group will require an estimated \$35,000 (including 0.2 work years of Federal employee administrative support) annually.
11. **ADMINISTRATIVE SUPPORT:** Administrative support for activities of the Stakeholder Advisory Group will be provided by the Joint Fire Science Program. The Governing Board will provide necessary liaison with the Stakeholder Advisory Group through its Program Manager.
12. **TERMINATION DATE:** The Stakeholder Advisory Group will terminate 2 years from the date this charter is filed unless, prior to that date, it is renewed by the Secretary of the Interior and the Secretary of Agriculture in accordance with the provisions of Section 14(a)(2) of FACA.
13. **AUTHORITY:** Creation of the Stakeholder Advisory Group is in the public interest and is in furtherance of responsibilities of the Secretaries of the Interior and Agriculture under the National Environmental Policy Act and other statutes related to the management of federally administered lands.

/s/ Bruce Babbitt
SECRETARY OF THE INTERIOR

/s/ Dan Glickman
SECRETARY OF AGRICULTURE

1/18/01
Date Signed

1/15/01
Date Signed

Date Charter Filed